



**OFFICE OF PLANNING**  
**PROPOSED FY 2025 PERFORMANCE PLAN**

**APRIL 3, 2024**

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# 1 OFFICE OF PLANNING

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*Mission:* The Office of Planning (OP) is tasked with planning for the long-term growth of the District of Columbia, to help ensure it reflects our values of an inclusive and vibrant city. We help the District work toward a positive future in which all District residents can thrive, regardless of income, race, age, or background. OP guides development in the District of Columbia's distinctive neighborhoods by engaging stakeholders and residents, performing research and analysis, serving as the steward of our historic resources, and publishing various planning documents, including the Comprehensive Plan.

*Services:* OP performs planning for neighborhoods, corridors, districts, historic preservation, public facilities, parks and open spaces, and individual sites. In addition, OP engages in urban design, land use, and historic preservation reviews. OP also conducts historic resources research and community visioning, and manages, analyzes, maps, and disseminates spatial and US Census data.

## 2 PROPOSED 2025 OBJECTIVES

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### Strategic Objective

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Provide data and analysis to support sound and integrated policy decisions that strengthen the District's fiscal stability, sustainability, and quality of life.

Catalyze improvements in the urban design, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans.

Increase the transparency and predictability of the planning process to better engage stakeholders and to enrich the dialogue around key planning tools and topics.

Enhance the District's built environment by promoting high quality development through clarified regulations, mandatory and discretionary zoning reviews, historic preservation review processes, and technical assistance in planning and design.

Create and maintain a highly efficient, transparent, and responsive District government.

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### 3 PROPOSED 2025 OPERATIONS

Operation Title	Operation Description	Type of Operation
<b>Provide data and analysis to support sound and integrated policy decisions that strengthen the District’s fiscal stability, sustainability, and quality of life.</b>		
Planning Pilots	Pilot planning tools to demonstrate the feasibility of new ideas or strategies in OP reports.	Daily Service
Policy and Regulation Support	Provide policy assistance and regulation support to the Mayor’s Office and partner agencies in key sectors such as housing, transportation, economic development, and public space.	Daily Service
Citywide Planning	Create studies and provide programmatic support to District agencies for citywide issues such as affordable housing, arts and culture, urbanism, industrial lands, sustainability, health, and the creative economy.	Key Project
Mapping Services	Provide mapping services to District agencies and the public.	Daily Service
Demographic Services	Provide U.S. Census population and demographic data to District agencies and the public.	Daily Service
Growth Forecasts	Provide District of Columbia Growth Forecasts on population, households, and employment.	Key Project
Capital Planning	Provide long-range capital planning services for schools, parks, and other public facilities.	Key Project
<b>Catalyze improvements in the urban design, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans.</b>		
Placemaking	Undertake placemaking projects to enliven and enrich properties, streets, neighborhoods, waterfronts, and the District.	Key Project
Revitalization And Design	Partner on planning and implementation efforts for Center City, coordinating with District and Federal Partners, businesses, and resident groups.	Key Project
Comprehensive Plan	Monitor and update the city’s Comprehensive Plan to establish land uses and other overarching policies that guide growth and development.	Daily Service
Comp Plan Updates and Amendments	Produce a full update to the Comp Plan every 12 years and an amendment every four years.	Key Project
Neighborhood Plans	Develop small area plans or other customized planning tools to address challenges and manage change at the neighborhood scale.	Daily Service
Design Support	Provide design services to OP divisions and District agencies and undertake analysis to provide design decision-making frameworks.	Daily Service
<b>Increase the transparency and predictability of the planning process to better engage stakeholders and to enrich the dialogue around key planning tools and topics.</b>		
Education	Educate residents and other stakeholders regarding current planning policies and zoning regulations.	Daily Service
Best Practices	Develop and adopt new and effective methods to improve the quality of public participation and input.	Daily Service

(continued)

Operation Title	Operation Description	Type of Operation
Engagement	Conduct meaningful public engagement through active projects and ongoing community conversations in all eight wards.	Daily Service
<b>Enhance the District's built environment by promoting high quality development through clarified regulations, mandatory and discretionary zoning reviews, historic preservation review processes, and technical assistance in planning and design.</b>		
Planned Unit Developments (PUDs)	Emphasize the provision of housing affordability, environmental sustainability, and design excellence for projects requesting additional density or development flexibility through the PUD process, while reviewing all proposed PUDs against the Comprehensive Plan, small area plans, and major policy initiatives.	Daily Service
HPRB Staff Reports	Produce a staff report on each case before the Historic Preservation Review Board.	Daily Service
Historic Landmark Designations	Evaluate and recognize significant properties eligible for historic landmark designation.	Daily Service
Historic Preservation Reviews	Review conceptual design and permit applications for work on historically designated properties, or properties in historic districts, as an over-the-counter service.	Daily Service
Government Project Reviews	Review conceptual design and permit applications for District and federal government undertakings for compatibility with historic work on historically designated or eligible properties, or properties in historic districts.	Daily Service
Historic Preservation Planning	Produce and update short- and long-term, comprehensive historic preservation plans and studies, including the DC Historic Preservation Plan and Historic Preservation Element of the DC Comprehensive Plan, to guide efforts, preserve history and heritage, and establish goals.	Key Project
Zoning Regulations Update	Work with the Office of Zoning, Office of the Attorney General, and the Department of Buildings (DOB) to implement the new zoning regulations, and provide clarification through technical corrections and text amendments as necessary.	Key Project
Zoning Staff Reports	Produce a staff report on each case before the Zoning Commission and Board of Zoning Adjustment.	Daily Service
Historic Homeowner Grants	Award targeted grants to help low and moderate-income homeowners with the cost of preserving their historic homes.	Daily Service

## 4 PROPOSED 2025 KEY PERFORMANCE INDICATORS AND WORKLOAD MEASURES

### Key Performance Indicators

Measure	Directionality	FY 2022	FY 2023	FY 2024 Target	FY 2025 Target
<b>Provide data and analysis to support sound and integrated policy decisions that strengthen the District’s fiscal stability, sustainability, and quality of life.</b>					
Percent of Geographic Information Systems (GIS) and State Data customers (internal and external) who receive requested maps and demographic data from OP staff	Up is Better	98.8%	98.7%	92%	92%
Satisfaction rating given by the Director of the Capital Improvements Program re: the consistency and quality of OP’s contribution	Up is Better	100%	100%	90%	90%
<b>Catalyze improvements in the urban design, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans.</b>					
Percent of stakeholder requests for planning assistance fulfilled	Up is Better	100%	97.6%	90%	90%
Percent of OP small area plans approved by the Council or other neighborhood plans supported by the relevant Advisory Neighborhood Commissions (ANCs)	Up is Better	100%	100%	92%	92%
Percentage of small area plans or other planning and design initiatives active or launched that include a clear racial equity component in their goals, process, objectives, and/or outcomes	Up is Better	New in 2023	86.7%	90%	90%
Satisfaction rating given by head of Public Space Commission re: the consistency and quality of OP’s contribution	Up is Better	100%	100%	90%	90%
Percent of discretionary developments/projects initiated within neighborhood plan boundaries that are guided by OP’s small area or neighborhood plans	Up is Better	100%	100%	95%	95%
<b>Increase the transparency and predictability of the planning process to better engage stakeholders and to enrich the dialogue around key planning tools and topics.</b>					
Percent of customers OP engages who rate their interaction with OP as satisfactory or higher	Up is Better	98.8%	98.8%	90%	90%
Percent of relevant ANCs and civic organizations that OP engages in small area or neighborhood planning activities	Up is Better	100%	100%	90%	90%

Key Performance Indicators (continued)

Measure	Directionality	FY 2022	FY 2023	FY 2024 Target	FY 2025 Target
<b>Enhance the District's built environment by promoting high quality development through clarified regulations, mandatory and discretionary zoning reviews, historic preservation review processes, and technical assistance in planning and design.</b>					
Percent of historic landmark designations without owner objection	Up is Better	100%	100%	85%	85%
Percent of Planning Unit Developments (PUDs) that exceed minimum requirements to further the Sustainable DC plan including the provision of green roofs or other features to help reduce storm water runoff, electric car charging stations or bike share facilities	Up is Better	100%	100%	80%	80%
Percent of DC government project reviews concluded with adverse effects resolved by consensus	Up is Better	98.6%	99.2%	90%	90%
Percent of historic property permit applications reviewed over the counter/signed and approved by OP staff	Up is Better	97.2%	97.4%	90%	90%
Percentage of OP setdown, design review, and map amendment reports for the Zoning Commission that include a Comp Plan racial equity analysis.	Up is Better	New in 2023	96.5%	90%	90%
Percent of Development Review reports for boards and commissions that did not require a supplemental report	Down is Better	96.1%	93.7%	92%	92%
Percent of Historic Preservation staff reports with recommendations that are accepted by the Historic Preservation Review Board Chair and the Mayor's Agent	Up is Better	96.2%	92.9%	92%	92%
Average number of cases reviewed per zoning review staff	Up is Better	46.5	50.3	35	35
<b>Create and maintain a highly efficient, transparent, and responsive District government.</b>					
Percent of new hires that are District residents	Up is Better	New in 2023	80%	No Target Set	No Target Set
Percent of employees that are District residents	Up is Better	New in 2023	61.6%	No Target Set	No Target Set
Percent of required contractor evaluations submitted to the Office of Contracting and Procurement on time.	Up is Better	New in 2023	100%	No Target Set	No Target Set
Percent of new hires that are current District residents and received a high school diploma from a DCPS or a District Public Charter School, or received an equivalent credential from the District of Columbia	Up is Better	New in 2023	12.5%	No Target Set	No Target Set



Key Performance Indicators (*continued*)

Measure	Directionality	FY 2022	FY 2023	FY 2024 Target	FY 2025 Target
Percent of agency staff who were employed as Management Supervisory Service (MSS) employees prior to 4/1 of the fiscal year that had completed an Advancing Racial Equity (AE204) training facilitated by ORE within the past two years.	Up is Better	New in 2023	Not Available	No Target Set	No Target Set

Workload Measures

Measure	FY 2022	FY 2023
<b>Citywide Planning</b>		
Number of District agencies that have used OP research and analysis products to support their work	63	53
<b>Demographic Services</b>		
Number of requests for Census or other demographics information	422	279
<b>Mapping Services</b>		
Number of requests for mapping or geospatial services	619	192
<b>Policy and Regulation Support</b>		
Number of public space applications submitted to OP for review	1,690	1,910
<b>Neighborhood Plans</b>		
Number of requests for planning assistance or information received from civic organizations or other stakeholders	478	3,697
Number of neighborhood plans or major projects completed	26	68
<b>Education</b>		
Number of stakeholder engagement activities conducted by OP for purposes of education, dialogue, and/or feedback	126	246
<b>Engagement</b>		
Number of stakeholder engagement activities conducted by ANCs or civic organizations that OP attends for the purposes of education, dialogue, and/or feedback	New in 2023	17
<b>Government Project Reviews</b>		
Number of historic preservation cases regarding District and federal government undertakings filed for State Historic Preservation Office review	973	1,105
Number of archaeology cases regarding District and federal government undertakings filed for State Historic Preservation Office review	378	348
<b>HPRB Staff Reports</b>		
Number of historic preservation cases submitted for Historic Preservation Review Board or U.S. Commission of Fine Arts review	592	661
<b>Historic Homeowner Grants</b>		

Workload Measures (continued)

Measure	FY 2022	FY 2023
Number of historic homeowner grants awarded	New in 2023	9
<b>Historic Landmark Designations</b>		
Number of cases filed for historic landmark designation	16	10
<b>Historic Preservation Reviews</b>		
Number of permit applications cleared by Historic Preservation Office staff	5,900	5,285
<b>Planned Unit Developments (PUDs)</b>		
Number of affordable housing units approved by the Zoning Commission through Planned Unit Developments	358	618
<b>Zoning Staff Reports</b>		
Number of cases filed for Zoning Commission review to implement the Comp Plan or further the Mayor's housing goals	69	18
Number of Board of Zoning Appeals cases that were amended based on OP input, so that they were able to be approved.	New in 2023	38